



STATE PROCUREMENT OFFICE
NOTICE OF REQUEST FOR EXEMPTION
FROM HRS CHAPTER 103D

14 MAR -3 A11:23

STATE PROCUREMENT OFFICE
STATE OF HAWAII

TO: Chief Procurement Officer

FROM: Office of Information Management and Technology
Name of Requesting Department

Pursuant to HRS § 103D-102(b)(4) and HAR chapter 3-120, the Department requests a procurement exemption for the following:

1. Describe the goods, services or construction:

In order to integrate the enterprise wide Legislative monitoring system that is part of the proprietary Lockheed Martin Desktop Solutions engagement with the current Lotus Notes based Legislative Tracking System we request approval to amend the contract Administrative Correspondence and Business process Management System - Statewide RFP-13-009-SW contract to include custom development services.

2. Vendor/Contractor/Service Provider: Lockheed Martin Desktop Solutions - RFP-13-009 SW	3. Amount of Request: \$ 20,054.40
--	---------------------------------------

4. Term of Contract From: 12/17/2013 To: 12/16/2014	5. Prior SPO-007, Procurement Exemption (PE):
---	---

6. Explain in detail, why it is not practicable or not advantageous for the department to procure by competitive means:

The Lotus Notes Legislative Tracking System (LTS) must be phased out as the State transitions from Lotus Notes developed applications. A review of the features and functions in the current LTS and the current Lockheed Martin LegMon system resulted in an assessment that custom modifications can be made to the Lockheed Martin Legislative monitoring system in order to meet the objective of a single Legislative monitoring system to be utilized statewide. Modifications include; Developing two (2) Workflow templates. (Drafting Legislation and Preparing Testimony) and developing custom training documentation for the two (2) Workflow templates. Over the past year we have invested a significant amount of time and resources in setup, configuration, training and integration of the Legislative Monitoring solution. We have staff familiar with the tool and are transforming the legislative monitoring process for the Executive Branch to provide a single tool that can be used across the jurisdiction.

7. Explain in detail, the process that will be or was utilized in selecting the vendor/contractor/service provider:

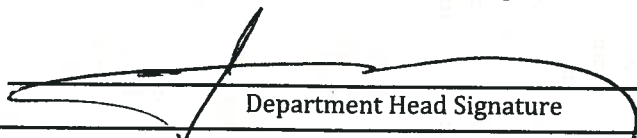
The State Technology plan includes phasing out Lotus Notes and Lotus Notes Developed applications. Until that is done Departments and Agencies need to utilize two systems to facilitate the end-to-end legislative tracking process of drafting, preparing, revising and monitoring proposed legislation. LTS for drafting and preparing, and LegMon for revising, monitoring and tracking. Instead of replacing the Lotus Notes LTS system with another system we need to integrate the LTS functionality into the LegMon system to meet the objective of one enterprise wide tool for departments, agencies and the governors office to use to manage the Executive Branch legislative process.

8. Identify the primary responsible staff person(s) conducting and managing this procurement. (Appropriate delegated procurement authority and completion of mandatory training required).

*Point of contact (Place asterisk after name of person to contact for additional information).

Name	Division/Agency	Phone Number	e-mail address
Debra A Gagne	OIMT	586-1944	debra.a.gagne@hawaii.gov

*All requirements/approvals and internal controls for this expenditure is the responsibility of the department.
I certify that the information provided above is, to the best of my knowledge, true and correct.*


Department Head Signature

2/28/14
Date

For Chief Procurement Officer Use Only

Date Notice Posted: 3.4.14

Inquiries about this request shall be directed to the contact named in No. 8. Submit written objection to this notice to issue an exempt contract within seven calendar days or as otherwise allowed from date notice posted to:

state.procurement.office@hawaii.gov

Chief Procurement Officer (CPO) Comments:

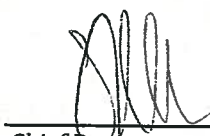
This approval is granted with the understanding that the department has determined that it is not advantageous to compete for services to support existing systems developed by Lockheed Martin. The department is advised to properly manage the contract to ensure that measurable goals are met as the original contract did not allow for time and materials. Requests to extend this procurement exemption will not be considered. This approval is for the solicitation process only and is also HRS section 103D-310(c) and HAR section 3-122-112, shall apply (i.e. vendor is required to be compliant on the Hawaii Compliance Express) and award is required to be posted on the Awards Reporting System. Copies of the HCE certificate and awards posting are required to be documented in the procurement/contract file.

If there are any questions, please contact Donn Tsuruda-Kashiwabara at 586-0565 or donna.tsuruda-kashiwabara.gov.

☒ Approved

☐ Disapproved

☐ No Action Required



Chief Procurement Officer Signature

5/20/14

Date